

TOWN OF ACTON
SIDEWALK COMMITTEE MEETING
Minutes of November 9, 2011

7:00 p.m.

Acton Memorial Library Conference Room

Present: Kate Chung, Leslie Hogan, Dick Calandrella, Steve Evans, Sytske Campbell, Bettina Abe, Dana Snyder-Grant, Pam Cochrane.

Citizen Concerns: none

Procedural Matters:

The **October 2011 minutes** were approved.

Update from Engineering

- High Street – notices have been sent out to about 25 residents affected by sidewalk plans. A handful have responded, not very positively, but Engineering will continue to work with homeowners to resolve some of their concerns. Leslie to clarify if Corey needs any committee help with High Street.
- Martin Street – A draft Sidewalk Plan sent to residents. We read an email exchange Engineering had with a resident regarding the width of the sidewalk grass buffer zone.
- Great Road – the engineer is coordinating this project with the DOT to “start the process to apply for the state permit”.
- Summer St: to be done in 2012. By town staff, not contracted, as it’s a small project. “hope to schedule this survey prior to snowfall”. [oops ☺]
- Taylor Road - Town counsel is reviewing the quotes from engineering firms, before an engineering firm is awarded survey/design project.

Annual Town Report

► Kate will update last years. Due end of December. To be discussed next meeting.

540 Mass Ave

Reviewed building plans. ► Bettina will followup.

Route 111

Conversations between Boxborough’s Town Planner and MA DOT have not progressed. \$15k available for design from Boxborough, which may not go far enough, and the likelihood of construction funds from MA is low. The likelihood of this project going forward with Boxborough, at this time, seems small.

CPA (Community Preservation Act)

Leslie sent us Sudbury's CPA proposal for walkways, to examine. (TOWN OF SUDBURY COMMUNITY PRESERVATION COMMITTEE PROJECT SUBMISSION FORM. Submission Date: 11/1/11. Project Name: Town-wide Walkways) It DOES seem that we might use CPA funds for walkways, for Recreational purposes. For example connecting NARA, a recreational facility, to route 2A/baseball field by walkway, may be worth pursuing. Would walkway projects be so low priority

vs. open space acquisitions, and other funding priorities, to make pursuing this a waste of time? Not clear. Target next November if we do decide to pursue. We need Selectmen involvement; Selectmen will have to present it. ► Leslie and Systke will lead effort to investigate, starting by talking to John Sonner about it, and inviting him to our next meeting to discuss.

Sidewalk Funds

About \$225000 is budgeted (annually, each *fiscal* year) to the DPW / Highway department for the construction and / or repair of sidewalks. If it is not spent, it does not rollover to the next year. Steve Barrett, Acton Director of Finance, will meet with Dick to clarify accounting of all Restricted and Unrestricted sidewalk Funds. ► We will discuss again in December's meeting.

IT / Website

Has been updated.

20/20 Discussion

Bettina and Dick did attend the October 2020 meeting, since one of the focus areas for that meeting was walkways. Many ideas were discussed; a betterment fee was one possibility discussed to fund sidewalks. Bike Lanes were discussed. Priorities next need to be set, and a Master Plan written, to bring some plans forward.

Tier 2&3 Streets – Initial discussions for prioritizing next set of streets

Current Projects are "Tier1". Decide tonight if any streets should be moved from Tier2 (next batch to be done) to Tier 3 (later), and vice versa. Prioritize Tier 2 at next (December) meeting. Suggestion to move to T2:

- Brook St. (► rerate due to connectivity changes- Bettina)
- Stow St (Martin to Maple). (► rerate due to connectivity changes - Dick)
- Stow St. (Robbins to Maple) (► rerate due to connectivity changes - Dick)
- Newtown Rd. from Simon Willard to Minuteman.
- Strawberry Hill Road (Great to Pope).
- Parker St. from Drummer to School St.
- MA Ave. (Juniper Ridge to Guggins Brook) was discussed, but not a candidate to move to T2 because its value depends on connectivity to Boxborough, which now looks unlikely.

Motion (voted on, & accepted) to move up from T3 to T2 if a Road gets 6 of 8 votes.

Next (December meeting: review all these roads' ratings. Vote on moving each of these roads from T3 to T2. January meeting: Prioritize Tier 2 roads.

► All, Bring whatever information you need on roads to next meetings, including ratings, construction cost estimates, maps, etc.

Meeting adjourned 8:45 p.m.

Respectfully,

Steve Evans

Open Meeting law requires that the following must be included in the minutes:

- ✓ Date, place, time and matters discussed.
- ✓ Summaries of discussions
- ✓ List of documents used
- ✓ Decisions made
- ✓ Actions taken
- ✓ Record of all votes (yeas, nays and abstentions).
- ✓ A list of all documents and other exhibits, such as photographs, recordings, maps and presentations used by the body at the open or executive session.

Future Meetings Planned: (All at 7pm at the Acton Memorial Library Conference Room, on the second Wednesday of the month)

December 14 2011

2012: Jan 11 Feb 8 Mar 14 Apr 11 May 9 June 13 July 11 Aug 8 Sep 12 Oct 10 Nov 14 Dec 12